



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

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L.L. Nelson, Treasurer
CH2M Hill Companies LTD PAC
6060 South Willow Drive
Greenwood Village, CO 80111

SEP 27 2000

Identification Number: C00143305

Reference: June Monthly Report (5/01/00-5/31/00)

Dear Mr. Nelson:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. The review raised questions concerning certain information contained in the report(s). An itemization follows:

-Please amend Schedule B supporting Line 23 by providing the office sought (i.e. House, Senate, President) for each contribution made. 11 CFR §104.3(b)(3)(ii) and (v)

A written response or an amendment to your original report(s) correcting the above problem(s) should be filed with the Federal Election Commission within fifteen (15) days of the date of this letter. If you need assistance, please feel free to contact me on our toll-free number, (800) 424-9530 (at the prompt press 1, then press 2 to reach the Reports Analysis Division). My local number is (202) 694-1130.

Sincerely,

A handwritten signature in black ink, appearing to read "Neil A. Evans".

Neil A. Evans
Reports Analyst
Reports Analysis Division

The first part of the document discusses the importance of maintaining accurate records of all transactions and activities. It emphasizes that proper record-keeping is essential for ensuring transparency and accountability in financial management. The document also highlights the need for regular audits and reviews to identify any discrepancies or areas for improvement.

In the second part, the focus shifts to the role of the management team in overseeing the organization's financial health. It stresses the importance of clear communication and collaboration between different departments to ensure that financial goals are met. The document also mentions the need for a strong internal control system to prevent fraud and mismanagement.

The third part of the document provides a detailed overview of the organization's financial performance over the past year. It includes a breakdown of revenue, expenses, and profit, along with a comparison to the previous year's figures. The document also discusses the challenges faced by the organization and the strategies implemented to overcome them.

Finally, the document concludes with a summary of the key findings and recommendations. It reiterates the importance of maintaining accurate records and implementing strong internal controls. It also suggests areas for future improvement and encourages the management team to continue working towards the organization's financial goals.